

**Student Engagement & Success
Strategic Planning & Assessment Committee
August 6, 2013
Tarpon Room**

Minutes

Present: Drum, Yzaguirre, Howe, Gonzales, Feitel & Berkich

Guests: Nadem-Mollaei, Gonzales, Rodriguez & Brittain

- I. Approval of Minutes – the committee approved the June 4 meetings as presented.
- II. Assessment
 - a. CAS Self-Assessment Update – Action Plans need to be complete and turned in by October 1 for inclusion in the Division Weave Report. Also, they should be included in unit reports where applicable.
 - i. Disability Services – In Action Planning phase.
 - ii. Counseling Center – In Action Planning phase
 - iii. Leadership – 1st Draft Action Plan.
 - b. Assessment Review
 - i. Proposals
 1. UCSA-Aloha Days – some suggestions were recommended. The instrument was approved unconditionally but any changes will be submitted to Drum.
 2. UCSA-Panhellenic Recruitment – The instrument was approved pending changes and final copy should be submitted to Drum.
 3. UCSA-Leadership Hour– The instrument was approved pending changes and final copy should be submitted to Drum.
 4. UCSA-Leadership Conference– The instrument was approved pending changes and final copy should be submitted to Drum.
 5. Rec-Leadership Meeting (tabled from June)
 - ii. Timeline Reminder:
 1. Due at least one week prior to meeting date (final copy).
 2. Should be presented at least 6-8 weeks prior to proposed administration.
- III. University Strategic Planning and Assessment Updates
 - a. Assessment Council
 - i. Director of Assessment and Continuous improvement position – telephone interviews are scheduled.
 - ii. Council has not met
 - b. University Strategic Planning – the leadership team met and provided updates. Please send any concerns to Drum to present to the steering committee.
- IV. Learning Outcome Matrix – Drum presented the first draft of the CAS-SES Matrix and the committee began the review process. A special meeting may need to be called to make headway on this project.
- V. Meeting Schedule: First Tuesday of Each Month, 3:30-5:00, Island Room